

MARGARET DONNELLAN TODD  
COUNTY LIBRARIAN

December 16, 2003

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**AUTHORIZE THE PUBLIC LIBRARY TO SUBMIT AN APPLICATION  
FOR LIBRARY BOND ACT MATCHING GRANT FUNDS TO CONSTRUCT  
THE ACTON/AGUA DULCE LIBRARY PROJECT (5)  
(3 VOTES)**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND  
DIRECTOR OF PUBLIC WORKS THAT YOUR BOARD:**

1. Find that your Board has previously approved and adopted the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program for this project in compliance with the California Environmental Quality Act (CEQA).
2. Approve the State grant application (Attachment 1) requesting State matching funds in the amount of \$4,613,685 (which represents 65% of eligible project costs) and authorize the Chairman of the Board and the County Librarian to sign the application form.
3. Authorize the County Librarian, the Director of Public Works, and the Chief Administrative Officer to complete and submit all required supporting documents and reports for the grant application.
4. Approve the total project budget of \$8,408,519 in the grant application for the Acton/Agua Dulce Library Project.

5. Approve and authorize the Chairman of the Board to sign the attached joint use cooperative agreement (Attachment 3) between the County and the Acton-Agua Dulce Unified School District.
6. Approve the attached resolution (Attachment 4) making certain certifications as required in the Bond Act regulations.
7. Authorize the County Librarian to act as agent for the County, and to conduct negotiations, execute documents, and submit other information as may be required in support of the grant project.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommendations will authorize the Public Library to submit a grant application (Attachment 1) to the State for matching funds in the amount of \$4,613,685 under the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2000 (Bond Act) to construct the Acton/Agua Dulce Library Project. If approved by your Board, the Public Library will submit the grant application and required supporting documents to the State Library by the third and final grant application cycle deadline of January 16, 2004.

Approval of the recommendations will also authorize the Public Library, Department of Public Works, and Chief Administrative Office to complete and submit various reports and other documents required by the Bond Act regulations to support the grant application. The project will result in the construction of a new 10,874 square feet library facility, including 53 on-site parking spaces, on 1.492 acres of donated land located on Crown Valley Road in the unincorporated community of Acton. The residents of Acton and Agua Dulce are currently served by the Public Library's Santa Clarita Valley Bookmobile, which provides an average of 65 hours of library service per month at various locations in the two communities. For additional library services beyond the limited services provided by the bookmobile, local residents must travel to County library facilities in Lancaster, 22 miles to the north, and in Canyon Country, 20 miles to the west.

The revised joint use cooperative agreement with the Acton-Agua Dulce Unified School District provides for a jointly operated community learning center as part of the new library. Approval of this agreement will make the County's grant application eligible for first priority consideration for funding by the Bond Act Board.

The proposed new library will be designed to meet the library service needs of the residents of Acton and Agua Dulce based on population projections through the year 2020. Service improvements at the new library include: an adult reading room area; a community learning center to provide homework assistance for students in grades K-12 and computer training; a community meeting room to seat 75 people; a group study room to seat six people; a children's area with a dedicated storytelling room for children and their parents; expanded reference collections, and a special collection devoted to agribusiness and animal husbandry to complement and support the local high school curriculum; a teen area with one multimedia listening/viewing station; a dedicated room for the Friends of the Library; 20 public access computers, and two self-service checkout terminals; and a new collection of 31,100 books and audiovisual materials.

If a grant is awarded by the State for this project, we will return to the Board to accept the grant, award necessary contracts to begin the project, and approve any required appropriation adjustment to fund project costs. Notification of a grant award by the State is anticipated by August 2004.

### **Implementation of Strategic Plan Goals**

Approval of this grant application is consistent with the County's Strategic Plan Goal of Fiscal Responsibility since construction of this facility represents an investment in public infrastructure. It is also consistent with the goal of Service Excellence since the proposed new facility will provide improved library service to the residents of the unincorporated communities of Acton and Agua Dulce. Approval is also consistent with the goal of Children and Families' Well-Being as the library will provide educational facilities and programs for enhancing educational/workforce readiness.

### **FISCAL IMPACT/FINANCING**

The net County cost for this project is \$3,379,495. The total project budget for purposes of the grant application is \$8,408,519 which includes an amount of \$309,000 for the appraised value of the site, and expenditures of \$106,339 incurred prior to the application date for architectural plans and drawings. The site value is not an actual cost to the County since the land was donated for use as a library site by the Brevidoro Family Partnership. However, the appraised value of the site is included in the grant budget and allowed by the State as a credit against the County's local matching funds. The total credit of \$415,339 results in a net project cost of \$7,993,180.

Under the Bond Act regulations, the State will reimburse the County \$4,613,685 for 65% of eligible project costs. Eligible costs include site development; design and construction; furniture, fixtures, and equipment; and related planning and project management costs. The County is responsible for providing \$3,794,834 which represents matching funds of 35% of eligible costs (\$2,484,292), plus all ineligible costs (\$1,310,542). Ineligible costs include the purchase of library books and materials, and other costs not allowed as eligible costs under the Bond Act regulations.

The allowable credit of \$415,339 (for pre-application costs and appraised value of land) results in a net County cost for the project of \$3,379,495. This net cost will be financed by available Fifth District capital project funds. (Attachment 2 provides a summary of all costs associated with this project.)

### **Operating Budget Impact**

The Bond Act commits the County to operate the library for a period of 40 years. If the State approves a grant award for this project, it is anticipated that the new facility will begin operation in August 2007, and funding for annual operating costs will not be required until that time. The annual budgetary cost for operating this new facility is estimated at \$649,000 based on the current costs for staffing, support, facility maintenance, and other operating costs that will be required. The Public Library does not expect to have funds available in its operating budget to pay for the increased annual cost of operating the new facility, and will request additional funding for those new costs beginning in Fiscal Year 2007 -08.

In addition, one-time start-up costs of \$1,120,000 are required to purchase the library books and materials for the new facility's initial collection. Funding for the purchase of those materials is part of the ineligible cost portion of the project budget referenced above. This amount is included in the available financing of the total net County costs, and would be required beginning in Fiscal Year 2006-07.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On March 7, 2000, the voters of California approved Proposition 14, which established the California Reading and Literacy Improvement and Public Library Construction and Renovation Bond Act of 2000, creating a \$350 million State bond program for construction and renovation of library facilities. The Bond Act provides grant funds to local library jurisdictions on a 65% State - 35% local matching basis. Grant funds will be awarded on a competitive basis in three separate application and funding cycles, of which the

deadlines for the first and second cycles have passed. The deadline for the third and final cycle is January 16, 2004. If approved by your Board, this grant application will be submitted for the third funding cycle. The State is expected to take approximately six to seven months to review grant applications and award grant funds.

On July 29, 2003, your Board approved a joint use cooperative agreement with the Acton-Agua Dulce Unified School District to provide a jointly operated community learning center as part of the proposed library project. The Bond Act and associated State regulations provide first priority consideration for funding of projects where the agency that operates the library and one or more school districts have such a cooperative agreement.

We are, however, submitting a revised version of the joint use agreement (Attachment 3) with the School District to incorporate changes based on the State's comments on the County's projects submitted in the second Bond Act application cycle. These improvements will strengthen the joint use agreement for consideration by the State in the third application cycle. Your Board's approval of the joint use cooperative agreement ensures that the Acton/Agua Dulce Library Project grant application will receive first priority funding consideration by the Bond Act Board. The community learning center will provide technology resources, computer training, and homework assistance for students in grades K-12 to enhance their academic achievement, and will support and supplement the local schools' curricula.

The Bond Act regulations require the County to own a site, or have an option to acquire a site, for the proposed library facility at the time of application submission. On October 14, 2003, your Board approved a donation agreement with the Brevidoro Family Partnership to acquire 1.492 acres of unimproved real property on Crown Valley Road approximately one-quarter mile north of Sierra Highway in the unincorporated community of Acton to be used as the site for the proposed project. Title to this property transferred to the County on November 5, 2003. The property has a commercial zoning designation which will allow for the development of a library facility without processing a general plan amendment or a conditional use permit. The County's ownership of the project site ensures that the project meets the Bond Act regulation for site ownership at the time we submit the application.

The Bond Act regulations require that the Board of Supervisors adopt a resolution taking certain actions in support of the County's grant application for this project. These actions include: certification of the project budget; certification of the accuracy and truthfulness of all information submitted in the application form and supporting documents; a commitment to provide the 35% local matching funds; a commitment to provide the supplemental funds necessary to complete the project at the level stated in the library project budget; a

commitment to make available the local matching funds and supplemental funds when needed to meet the cash flow requirements of the project; a commitment that the County will operate the completed facility and provide public library direct service; and a commitment to dedicate the facility to public library direct service for a period of 40 years following completion of the project. The attached resolution (Attachment 4) has been approved as to form by County Counsel and conforms to the Bond Act regulations.

### **ENVIRONMENTAL DOCUMENTATION**

On October 14, 2003, your Board found that the Acton/Agua Dulce Library Project will not have a significant impact on the environment with the incorporation of the mitigation measures proposed; approved the final Mitigated Negative Declaration for this project; and adopted the Mitigation Monitoring and Reporting Program (Attachment 5). The prior approval and adoption of this environmental documentation by your Board ensure that the Public Library has met CEQA compliance requirements for the project and is able to submit proof of compliance as part of the grant application as required by the Bond Act regulations.

### **IMPACT ON CURRENT SERVICES**

Approval of the recommended actions will have no impact on current services. Existing Public Library bookmobile service in the communities of Acton and Agua Dulce will continue uninterrupted during the construction of the new facility if grant funding is awarded for this project.


### **CONCLUSION**

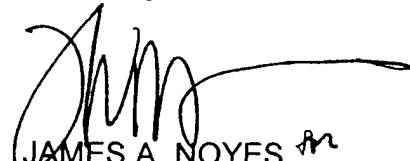
The Bond Act provides a unique opportunity to obtain State matching funds for the construction of a new library to serve the residents of the communities of Acton and Agua Dulce who are not adequately served by the existing limited bookmobile service. It is therefore requested that your Board approve this grant application which will allow the Public Library to seek construction funds that would not otherwise be available to build a needed library facility at a significantly reduced cost to the County.

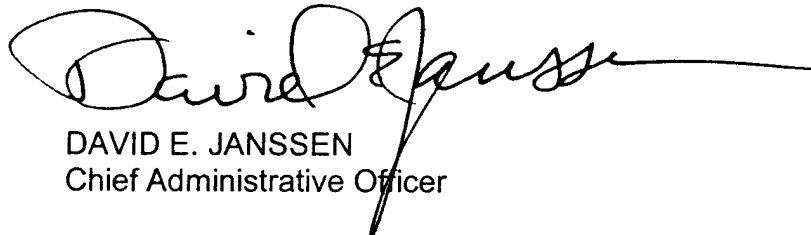
The Honorable Board of Supervisors  
December 16, 2003  
Page 7

Please return an adopted copy of this letter to the Public Library, Department of Public Works, and Chief Administrative Office-Capital Projects Division. In addition, please return the following to the Public Library for further processing: a fully conformed original of the grant application with original signatures; three fully conformed copies of the joint use cooperative agreement with original signatures; and a fully conformed copy of the Resolution.

Respectfully submitted,

  
MARGARET DONNELLAN TODD  
County Librarian

  
JAMES A. NOYES  
Director of Public Works

  
DAVID E. JANSSEN  
Chief Administrative Officer

MDT:DF:RFS:jm

Attachments

C: County Counsel  
Executive Office, Board of Supervisors